



**Alaska Department of Labor & Workforce Development  
Alaska Workforce Investment Board  
Business Meeting – May 20-21, 2008  
Alaska Vocational Technical Center  
519 4<sup>th</sup> Avenue  
Seward, Alaska  
MINUTES **Draft****

**Teleconference: 1-800-315-6338, code 2942**

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**May 20, 2008**

**Call to Order by Chair Andy Baker at 9:05 a.m.**

**Roll Call by Director Cashen**

**Members in attendance:**

Scott Clark, (Lt. Governor's Designee)  
Commissioner Bishop  
David Stone, (DOLWD Designee)  
Andy Baker, Chair  
Todd Bergman, Public Education  
Dave Rees, Private Sector  
John Cannon, Professional w/ Exp. Dev Disabilities  
Tony Delia, Private Sector  
Neil Foster, Vice Chair, Business & Industry  
Fred Villa, Pres. Hamilton's Designee  
Cynthia Erickson, Private Sector  
Chris Gregg, Organized Labor  
Sharlene Berg, Post Sec Ed/Voc/Ind  
Linda Hulbert, Private Sector  
Jim Lynch, Business/Industry  
Betty Jo Dibble, Organized Labor  
Doug Ward, Private Sector  
John MacKinnon, Dick Cattannach's designee  
Hal Spackman, Commissioner LeDoux's designee  
Joe Osterman, Commissioner Notti's designee  
Royce Rock, M J Longley's designee

A quorum of 20 members was present.

**Members absent:**

Stephanie Wheeler, Paulette Schuerch, Mayfield Evans, Jim Laiti, John Palmatier



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**Staff in attendance:** Executive Director Greg Cashen, Project Coordinator Louise Dean, Project Coordinator Barbara Duval, Administrative Manager Bejean Page

**Guests and others in attendance:**

Willard Dunham, Vice Mayor of Seward welcomed the AWIB.

Maynard Tapp, Hawk Consultants

Royce Rock, CITC

Marilyn Crockett, AOGA

Jim Nygaard, AASA

Vicki Pohl, UAA

Cindy Harrington, UAS/UAF

Jeff Johnston, Sitka Education Consortium

Mary Francis, ACSA

Lynn Hohl, KPBSD

Loretta Spalding, New Frontier Voc-Tech

Marie English, Job Corps

Shelly Wright, Southeast Conference

Bob Cress AGC, of AK

Juanita Kardell, AGC of AK

Diana Spam, DOLWD

Brynn Keith, DOLWD

Tom Nelson, DOLWD

Gerry Andrews, DOLWD

Steve Strom, UAA/CTC Tech Prep Consortium Board

Sally Spieker, UAA/CTC CXareer & Technical Education

Eldon Davidson, Southwest Alaska Vocational & Education Center

Melissa Hill, UA Alaska Teacher Placement

James Harvey, DOLWD/ESD

Russ Thorpe, CS1

**Teleconferencing guests:** Karen Martinsen, Sitka Education Consortium

**Introduction**

**Welcome by Commissioner Bishop** - Commissioner Bishop welcomed current board members to Seward and added a special welcome to new board members Jim Lynch, Sharlene Berg, John Cannon, Tony Delia, and Paulette Schuerch. . Welcome designees John Mackinnon (Dick Cattanach), Royce Rock (MJ Longley), Joe Austerman (Commissioner Notti). Spoke of AVTEC Centers for excellence, skills training, mining, health care industries, etc. A comprehensive AVTEC tour will be given today by Fred Espisito. about careers. The AGIA training plan is continuing to move forward.

**Opening Remarks by Chair Baker** - Chair Baker welcomed everyone to the meeting.

**Next Meeting Date** - Next meeting date set for October 27<sup>th</sup> and 28<sup>th</sup> in Fairbanks.



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- Neal Foster made a motion to approve, Todd Bergmann seconded the motion. Vote taken, motion passed unanimously.

### **Board Orientation and Briefings**

Fred Esposito, AVTEC gave a safety briefing. Lunch will prepared by AVTEC Chefs and culinary staff.

### **Activities Pertinent to Workforce Development**

*Oil & Gas Industry Panel - The panel guests presented information about their industry and workforce development opportunities and challenges to the board.*

Dave Rees introduced panel.

#### **Neil Fried, Economist III, DOLWD/Research and Analysis**

Presentation was on current oil industry trends. 'Some Numbers on Alaska's Oil Industry'. Where our hydrocarbon jobs are. Oil industry is second largest growth in Alaska. Only 13% of oil and gas workforce is women.

#### **Marilyn Crocket, Executive Director, Alaska Oil & Gas Association (AOGA)**

Workforce replacement down 50% due to retirement of employees. Advised who current members of AOGA are and what their areas of operation are. Goals and challenges facing the state and what the challenges are. Showed a map of all current Oil and Gas Activity in Alaska and who the players in each area are. Also, where current drilling is taking place. Timelines by several key AOGA players shown.

#### **Maynard Tapp, Board Member, The Alliance**

Presentation was 'Overview of Workforce Needs'. Defined 'The Alliance' as over 400 companies with 40,000 Alaskan oil, gas, and mineral workers. Identified the mission and goals of the Alliance. Potential annual workforce requirements will peak out by the year 2015.

#### **Dave Rees, Chair, APICC**

Alaska Process Industry Careers Consortium, Special: Priority Occupations Report 2008. What do we need in workforce development? APICC has been around since 1999-2000. Create a plan (career pathways) to put Alaskans to work. Find out who the key players are for the program to work. What are the priority occupations for oil, gas, and mining? What are our future needs? Consider needs of all industries. Make specific recommendations to State Administration as well as AWIB.

Commissioner Bishop stated the need to work with the Yukon Territory employment force to work together for training opportunities. We work there; they work here, on the gas pipeline. Need better networking system to put our people to work. Need a clearing house of some sort.

*Education Panel – The panel guests presented information about their industry and workforce development opportunities and challenges to the board.*

**Jim Nygaard, Superintendent, Cordova City Schools**

Tomorrow's Workers Today. Gave current Southeast Alaska's resources. Need more coordinated effort to put kids to work. Superintendents Association wants more involvement with AWIB.

**Cindy Harrington, Program Director, UAS/UAF Distance Early Childhood Education**

Presentation on 'Early Care & Education' Alaska's Children: Alaska's Business. Better prepared children mean better prepared adults. Child development is the foundation for their/our State's future. Spoke on 'Economic Impact of 'Early Development', 'Diversity of Programs & Workforce', 'Early Childhood Career Pathway' in effect since 2004, and 'Competing Demands for Resources'.

**Melissa Hill, Director, UA/Alaska Teacher Placement Program**

Presentation on 'Alaska's Teachers'. How do we encourage and retain our teachers when there are so many challenges to recruitment, State requirements, and allocation of resources?

**Lunch Presentations**

A Certificate of Recognition was awarded to Chef Robert Wilson, AVTEC's Culinary Academy Department Head, for being named by his peers at the Alaska Culinary Association as 'Chef of the Year'.

A Certificate of Recognition was awarded to Chef Kevin Lane, an AVTEC Instructor, for winning the title 'Ultimate Chef Alaska' at the Ultimate Chef Alaska contest on April 30, 2008 at the Egan Center in Anchorage.

A wonderful tour of AVTEC facilities was provided by Fred Espisito, AVTEC Director and Dick Harrell, Assistant AVTEC Director. This included the on-line classroom, maritime, diesel mechanic shop, auto mechanic shop, electrical, welding, and computer training facilities. There was positive feedback from the board members about the AVTEC facilities and programs.

**Board Briefing and Updates**

*Greg Cashen, Executive Director -*

- Gave an update on the Board Retreat
- Members appreciated the retreat and training
- Chair Baker would like to see a retreat every year
- Christi Bell, facilitator, will submit a summary of the board retreat to the AWIB

*Tom Nelson (ESD-DVR) –*

- One-Stop Operator Report
- Thanked board for their work and for resolutions
- Trust fund currently sitting at \$319 million
- June 1 Extended Benefits will kick on
- DVR now has full time counselor in Fairbanks
- Alexis upgrades. Will add Maritime Certificates and Work Ready Certificates
- Introduced James Harvey – Chief of Field Operations, who replaced Ted Burke.
- Closed Petersburg and Delta Junction Job Services. Being served by other offices.

*Diana Spann, Regional Manager -*

- One-stop training academy
- Collaboration of efforts.

*Jeff Laube, Agrium Career Transition Center -*

- Overview of Center and current activities.

*Brynn Keith (R&A) –*

- Overview of R&A and services they provide.

*Corine Geldhof (DBP) –*

- Provided overview of Workforce Development Programs at a Glance.
- Introduced Montie Norvell as her chief information officer.

### **Activities Pertinent to Workforce Development**

*AGIA Strategic Training Plan, Commissioner Bishop –*

- Fred Esposito spoke of current timeline and moving the need to move the Strategic Plan forward.

*Registered Apprenticeship, Gerry Andrews -*

Rescheduled to tomorrow.

### **Action Items / Next Steps**

None

### **Discussion Items**

None

**Adjourn:** Meeting was adjourned at 4:55pm.

**May 21, 2008 – Business Meeting**

**Call to Order by Chair Andy Baker at 9:00 a.m.**

## Roll Call by Director Cashen

### Members in attendance:

Commissioner Bishop  
David Stone, (DOLWD Designee)  
Andy Baker, Chair  
Todd Bergmann, Public Education  
Dave Rees, Private Sector  
John Cannon, Professional w/ Exp. Dev Disabilities  
Tony Delia, Private Sector  
Neil Foster, Vice Chair, Business & Industry  
Fred Villa, Pres. Hamilton's Designee  
Cynthia Erickson, Private Sector  
Chris Gregg, Organized Labor  
Sharlene Berg, Post Sec Ed/Voc/Ind  
Jim Lynch, Business/Industry  
Betty Jo Dibble, Organized Labor  
Doug Ward, Private Sector  
John MacKinnon, Dick Cattanaach's designee  
Hal Spackman, Commissioner LeDoux's designee  
Joe Austerman, Commissioner Notti's designee  
Royce Rock, M J Longley's designee  
Linda Hulbert (teleconference)

A quorum of 19 members was present.

### Members absent:

Stephanie Wheeler, Paulette Scheurch, Mayfield Evans, Jim Laiti, John Palmatier,  
John MacKinnon

Staff in attendance: Executive Director Greg Cashen, Project Coordinator Louise Dean,  
Project Coordinator Barbara Duval, Administrative Manager Bejean.

Teleconferencing guests: Karen Martinsen, Sitka

### **Agenda Approval -**

MOTION to approve the agenda by Neil Foster  
Seconded by Fred Villa  
Vote taken,  
MOTION passed.

### **Approval of Meeting Minutes -**

MOTION to approve the February AWIB meeting minutes made by Fred Villa  
Seconded by Doug Ward.

Vote taken,  
MOTION passed.

### **Public Testimony -**

Russ Thorpe, CSI Sitka Campus -  
Gave presentation of Sheldon Jackson campus facilities.

Karen Martinsen, Sitka Education Consortium -  
There are 4000 high school drop-outs a year. Question to board is: What are plans for capping resources for Youth. What are we doing to help these individuals? Drop-out preventions? Assign to WREP to do resolution?

Jeff Johnson, Sitka Ed Consortium -  
3 points.  
1. Campuses told to keep community missions.  
2. Need for multiple year funding. The need for sufficient lead time for hiring.  
3. Reinforce idea for pathways. Work Keys is essential.

Eldon Davidson, King Salmon Voc-Tech -  
Spoke on VTEP, devise plan to pull regional sources together. 02-17 Resolution advisory. Wants to be involved and invited to meetings. Doug Ward formally invited to workforce readiness committee meeting today.

### **Distinguished Guests -**

Russ Thorpe, CSI Sitka Campus  
Willard Dunham, Vice-Mayor  
Sally Spicker, UAA  
Diana Span, DOLWD  
Jeff Johnston, Sitka Ed Consortium  
Guy Bell, DOLWD  
Brynn Keith, DOLWD  
Corine Geldhof, DOLWD  
Monty Norvell, DOLWD  
Gerry Andrews, DOLWD  
Melissa Hill, UA Alaska Teacher Placement  
Vicky Pohl, UAA  
Jeff Johnson, UAA Sitka Campus

### ***Registered Apprenticeship, Gerry Andrews -***

Gave update on the recently held Apprenticeship Conference and fantastic results. Presentation was on Apprenticeships currently happening and the need for more. States Corine Geldhof, DBP, is currently working on a waiver for WIA to set aside monies for Apprenticeship programs. Added background on the Apprenticeship





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Awards given at the conference and the special award given to Commissioner Bishop for his outstanding commitment.

**Action Items –**

*Resolutions*

No 07-13 – Resolution in support of the Alaska Senior Community Services Employment Program (SCSEP) Four Year Strategic Plan.

- Motion to approve 07-13 made by Neil Foster
- 2<sup>nd</sup> by Hal (Tom Nelson, spoke) vote taken, motion passed

No 07-14 – Resolution in support of policy to endure employability skill standards and assessments.

- Motion to approve 07-14 made by Dave Rees
- 2<sup>nd</sup> Doug Ward (Todd Bergmann, Dave Rees, gave background information) Royce Rock asked for clarification if this is strictly work keys. After input from members Todd moved to change verbiage from ‘implement policies’ to ‘support regulation’. Doug 2<sup>nd</sup>. Vote taken, motion passed.

No 07-15 – Resolution regarding equal opportunity within Alaska’s workforce investment system.

- Motion to approve 07-15 made by Neil Foster
- 2<sup>nd</sup> by Dave Rees Vote taken, motion passed (Tom Nelson spoke on background) Fred asked about funding allocations. Greg responded.

Nominations for Chair and Vice-Chair

- Elections to be held at October AWIB meeting. Sharlene Berg volunteered to chair committee.

**Activities Pertinent to AWIB**

*AWIB Chair, Andy Baker –*

Thanked Commissioner Bishop and Deputy Commissioner Stone for their work on the STEP program.

*Greg Cashen, Executive Director –*

Thanks were given to Fred Espisito, AVTEC Director, and his staff for hosting the Board Retreat and AWIB Business Meeting and tour of AVTEC. Thanked culinary staff for providing coffee and baked goods for all three days. Thanked AWIB Staff for their work and coordinating efforts for the Board Retreat and Business Meeting. Again welcomed new and current board members and designees to the AWIB and hope the Retreat and AWIB meeting have been worthwhile. Thanks were given to Commissioner and Deputy Commissioner for their work to empower the AWIB, with the intent to ensure





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the AWIB is the State's lead planning and coordinating entity for the workforce investment system in Alaska as the statute specifies.

*Doug Ward, WREP Chair -*

Workforce training template update. Wants to adopt Blueprint for initial foundation for template. Fred Villa spoke and feels this is an excellent tool for validation.

*Guy Bell - Deputy Commissioner DOLWD -*

Operating and Capital Budget

Alaska's Dynamic Economy

Training Systems at a Glance

Overview of Funding (broken down by program)

Federal programs and grants

General Fund Investments

Training Programs for FY09

Capital Project Budget allocations

*Paula Scavara - Legislative Liaison DOLWD -*

Over 700 bills introduced and 186 passed

Addressed STEP, TVEP (amount increased .10 to .15), VOC-Ed Tax Bill

WBA increased from 248.00 to 370.00 per week

Board Chair and Vice Chair - board needs to be on-board with Statute change to expand from Business & Industry to include Private Sector as well. Paula drafted legislation to fix this issue and can slip into another bill if opportunity arises.

New video on Legislative process in AK. Paula wants to present at October AWIB mtg.

### **Committee Reports -**

#### ***Workforce Readiness and Employment & Placement -***

*Doug Ward, Chair*

3 strategic priorities

Employability Skills - resolution Dave Rees June 5<sup>th</sup> mtg

Ask for Executive Committee to approve blueprint

Statutes and regulations for committee, verify we're on the right track

#### ***Policy & Planning and Assessment & Evaluation -***

*Neil Foster, Chair -*

Regional Advisory Councils - want top 3 priorities for each region

Face to face meetings are beneficial and worthwhile to get better feel.

Create RAC ad hoc committee Jim Lynch, Charlotte Brower to co-chair, meet monthly or bi-monthly

Introduced RAC's -

Diana Span

Charlotte Brower

Elsie Henderson

*On-Phone*

Mike Hendricks  
Barbara Cowboy  
Jake Hill  
Marty Metiva  
Karen Martinsen

RAC's concerns– healthcare (support of AHEC's for outreach services), mining, construction, wants training programs for rural areas off road systems. Need outreach to assess needs. Distribute names, numbers or FAC's for later contact. Neil thanked everyone for their attendance and information they provided to the AWIB.

***Youth Council -***

*Todd Bergmann, Chair*

Employability and life skills

Address career counseling in schools and what's available to youth

Get 1-2 youth onto Youth Counsel

Next meeting in September

How do we have more than one face to face meeting a year? See if can coincide with AWIB meeting.

**Adjourn 2:44pm**

Willard Vice-Mayor thanked everyone for coming to Seward and hoped they enjoyed his town.

**Handouts Provided:**

Neal Fried, Economist III, DOLWD/R&A – Some Numbers on Alaska's Oil Industry

Dave Rees, Chair, APICC – Priority Occupations Report 2008

Marilyn Crocket, Executive Director, AOGA – Alaska's Oil & Gas Industry

Maynard Tapp, Board Member, The Alliance – Overview of Workforce Needs

Jim Nygaard, Superintendent, Cordova City Schools – Tomorrow's Workers Today

Cindy Harrington, Program Director UAS/UAF, Distance Early Childhood Ed – Early Care & Education

Melissa Hill, Director, UA/ Alaska Teacher, Placement Program – Alaska's Teachers

Alaska Vocational Technical Center 2008/2009 Program Catalog

Tom Nelson, Director, DOLWD – One-Stop Operator Report

Corine Geldhoff, Director, Business Partnerships – Workforce Development Programs at a Glance for FY 2008

Paula Scavera, Commissioner's Special Asst , DOLWD – Legislative Update

Fred Espisito, Director, AVTEC - AGIA Strategic Plan

Gerry Andrews, Apprenticeship Coordinator, DOLWD – Apprenticeship Report

Resolutions 07-13, 07-14, 07-15

Activities Pertinent to AWIB

Executive Director's Report



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FY09 Operating & Capital Budget

A Summary Report of the SEED and Kituusit Projects and a Challenge for the Future

A Summarized Economic Impact Report on Early Education and Child Care services in Alaska

Hot Jobs in Alaska

Alaska Tech Prep Pathways to Bright Futures

Jeffrey Laube - Agrium Transition Center, Agrium Peer Newsletter, Workforce Investment ACT & State Training Program and Agrium Transition Center Snapshot of Success FY 2008

Straight Talk magazine, April-May 2008- Issue 2

Trends - April-May 2008

**ACTION TRACKER**

WHO	WHAT	DUE BY	STATUS
AWIB Staff	Minutes from Board Meeting	6/13/08	<i>done</i>
AWIB Staff	Action Tracker from Board Retreat	6/13/08	<i>done</i>
WR/EP Committee	Training template		<i>In process</i>
Legislative Committee	By law revisions		<i>In process</i>
Nominations Committee	Slate of Officers – Sharlene Berg, Chair	9/29/08	<i>In process</i>
Executive Committee	Committee participation		
PP/AE	Regional Advisory Councils		<i>In process</i>
Youth Council	Strategic Priorities		<i>In process</i>
WR/EP	Strategic Priorities		<i>In process</i>